

Commonwealth of Virginia - Department of Health Professions
 Veterinary Medicine Establishment Inspection Report
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VETERINARY ESTABLISHMENT INSPECTION REPORT

	Date	Time	Inspection Hours	
Name of Facility	Permit No <input type="checkbox"/> PENDING	Expiration Date		
Street Address	City	State VIRGINIA	ZIP	
Hours of Operation	Phone No	Fax No		
STAFF	Name (First, MI, Last)	License No	Expiration Date	
Veterinarian in Charge				
Licensed Veterinarian				
Veterinary Technician				
Veterinary Technician				
Type of Practice	Type of Inspection <input type="checkbox"/> New <input type="checkbox"/> Routine <input type="checkbox"/> Reinspection <input type="checkbox"/> Other (Describe)			

C = Compliant**NC = Not Compliant****NA = Not Applicable or Not reviewed**

C NC NA	#	Major/Minor	Law/Regulation	Description
				Licenses and Permits
	1	Minor	18VAC150-20-30.A	All licenses and permits issued by the board shall be posted in a place conspicuous to the public at the establishment where veterinary services are being provided or available. Licensees who do relief work in an establishment shall carry a license with them or post at the establishment. Ambulatory veterinary practices or equine dental technicians that do not have an office accessible to the public shall carry their licenses and permits in their vehicles.
	2	Major	§ 54.1-3805 18VAC150-20-70.A 18VAC150-20-185.A	No person shall practice veterinary medicine or as a veterinary technician in this Commonwealth unless such person has been licensed by the Board. All individual licenses and facility permits are current. Failure to renew an individual license shall cause the license to lapse and become invalid. Failure to renew a facility permit shall cause the permit to lapse and become invalid.

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				Veterinarian-in-Charge (VIC)
	3	Major	18VAC150-20-180.A 18VAC150-20-181.A	Every veterinary establishment shall have a veterinarian-in-charge (VIC) who is registered with the Board. VIC is responsible for <ol style="list-style-type: none"> 1. Regularly being on site no less than monthly 2. Maintaining the facility within the standards set forth by the regulations
	4	Major	18VAC150-20-181.A 3	VIC is responsible for performing the biennial inventory and ensuring compliance at the facility with any federal or state law relating to controlled substances. The biennial inventory if delegated to another licensee is signed by the VIC who is responsible for its content and accuracy.
				Requirements for drug storage, dispensing, destruction, and records for all establishments, full service and restricted.
	5	Minor	18VAC150-20-190.B	Repackaged tablets and capsules dispensed for companion animals are in approved safety closure containers, except safety caps are not required when medication cannot be reasonably dispensed in such containers. A client requesting non-safety packaging shall be documented in the patient record.
	6	Major	18VAC150-20-190.C	All drugs dispensed for companion animals shall be labeled with the following: <ol style="list-style-type: none"> 1. Name and address of the facility. 2. Name of the client. 3. Animal identification 4. Date dispensed 5. Directions for use 6. Name, strength (if more than one dosage form exists) and quantity of the drug 7. Name of prescribing veterinarian
	7	Major	18VAC150-20-190.D.1 & 2	All Schedule II, III, IV, and V drugs shall be maintained under lock at all times. Only licensed veterinarians or licensed veterinary technicians have access to Schedule II, III, IV and V drugs.
	8	Major	§ 54.1-3404.E	Theft or unusual loss of Schedule II, III, IV, or V drugs is reported immediately to the Boards of Veterinary Medicine and Pharmacy and to the U.S. Drug Enforcement Administration.
	9	Major	18VAC150-20-190.E	Schedule II, III, IV and V are destroyed properly.
	10	Major	18VAC150-20-190.F	Drug storage area has appropriate refrigeration with interior thermometer maintained between 36°F and 46°F. Drugs stored at room temperature are maintained between 59°F and 86°F.
	11	Major	18VAC150-20-190.F	Drugs are removed from working stock upon expiration.

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	12	Major	§ 54.1-3404 18VAC150-20-190.G	<p>A distribution record shall be maintained in addition to the patient's record, in chronological order, for the administering and dispensing of Schedule II, III, IV and V drugs. Distribution records are to be maintained for a period of two years from the date of transaction. The distribution record shall include the following:</p> <ol style="list-style-type: none"> 1. Date of transaction. 2. Drug name, strength, and the amount dispensed, administered and wasted. 3. Client and animal identification; and 4. Identification of the veterinarian authorizing the administration or dispensing of the drug.
	13	Major	§ 54.1-3404 18VAC150-20-190.H	<p>Original invoices for all Schedule II, III, IV, and V drugs received shall be maintained in chronological order on the premises where stock of drugs is held with the actual date of receipt is noted. Drug records shall be maintained for a period of two years from the date of transaction.</p> <p>Original invoices for all Schedule II drugs received shall be maintained separately from other records.</p>
	14	Major	18VAC150-20-190.I 18VAC150-20-181.A 3	A complete and accurate inventory of all Schedule II, III, IV and V drugs shall be taken, dated and signed on any date which is within two years of the previous biennial inventory. The inventory must be signed by the VIC.
	15	Major	18VAC150-20-190.I	<p>The biennial inventory must</p> <ol style="list-style-type: none"> 1. Have the drug strength specified. 2. Must indicate if it was taken at the opening or closing of business. 3. Must be maintained on premises where the drugs are held for two years from the date of taking the inventory.
				Patient/Medical Recordkeeping
	16	Major	18VAC150-20-195.A 18VAC150-20-195.B 18VAC150-20-195.C 18VAC150-20-200.A 4 d (7)	<p>Daily patient records shall be maintained at the veterinary establishment and shall include pertinent medical data such as drugs administered, dispensed or prescribed, and all relevant medical and surgical procedures performed.</p> <p>Individual records shall be maintained on each patient, except that records for economic animals or litters of companion animals under the age of four months may have records maintained on a per client basis. All veterinary establishments must have storage for records.</p> <p>An animal identification system must be used by the establishment.</p>
	17	Major	18VAC150-20-195.A 1	<p>Patient records should contain at a minimum</p> <ol style="list-style-type: none"> 1. Presenting complaint/reason for contact. 2. Physical examination findings, if appropriate. 3. Tests performed and results. 4. Procedures performed/treatment given and results. 5. Drugs (and their dosages) administered, dispensed or prescribed.
	18	Minor	18VAC150-20-200.A 3 c	A veterinary establishment shall maintain radiographs as part of the patient's record. If a radiograph is transferred to

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				another establishment or released to the client, a record of this transfer must be maintained on or with the patient's record.
	19	Minor	18VAC150-20-195.B	Client records shall be kept for a period of three years following the last office visit or discharge of such animal from a veterinary establishment.
	20	Major	18VAC150-20-195.E	An initial rabies certificate for an animal receiving a primary rabies vaccination shall clearly display the following information: <i>"An animal is not considered immunized for at least 28 days after the initial or primary vaccination is administered."</i>
	21	Minor	§ 54.1-3806.1	Any animal medical care facility, excluding those facilities dealing with livestock, which does not provide continuous medical care for all animals left in its charge shall, before taking charge of the animal provide the client or agent thereof with a disclosure form which specifies the hours and days when continuous medical care is not available at the facility. The form shall be separate and apart from any other form or information provided by the facility. Only one signed form per client shall be required, and the form shall be kept by the facility.
				All Veterinary Establishments
	22	Major	18VAC150-20-200.A 2 d 18VAC150-20-200.A 2 d (1) – (9)	A veterinary establishment shall have, as a minimum, proof of either in-house laboratory service or outside laboratory services for performing lab tests consistent with appropriate professional care for the species treated. Laboratory services are required for performing the following lab test, consistent with appropriate professional care for the species treated: urinalysis, including microscopic examination of sediment; complete blood count, including differential; flotation test for ova of internal parasites; skin scrapings for diagnosing external parasites; blood chemistries; cultures and sensitivities; biopsy; complete necropses, including histopathology; and serology.
	23	Major	18VAC150-20-200.A 3 a	A veterinary establishment shall either have radiology service in-house or documentation of outside services for obtaining diagnostic-quality radiographs.
				Stationary Veterinary Establishment
	24	Major	18VAC150-20-200.A 1	Buildings and grounds maintained to provide sanitary facilities for the care and medical well-being of patients.
	25	Minor	18VAC150-20-200.A 1 a	Temperature, ventilation and lighting must be consistent with the medical well-being of the patients.
	26	Minor	18VAC150-20-200.A 1 b (1)	Hot and cold running water of drinking quality as defined by the Virginia Department of Health.
	27	Minor	18VAC150-20-200.A 1 b (2)	An acceptable method of disposal of deceased animals.
	28	Minor	18VAC150-20-200.A 1 b (3)	Refrigeration exclusively for carcasses of companion animals that require storage for 24 hours or more.
	29	Minor	18VAC150-20-200.A 1 c	Sanitary toilet and lavatory shall be available for personnel and clients.
	30	Minor	18VAC150-20-200.A 2 a	Areas within the facility shall include a reception area separate from other designated rooms.
	31	Minor	18VAC150-20-200.A 2 b	Areas within the facility shall include examination room(s).
	32	Minor	18VAC150-20-200.A 2 e (1)	Animal housing areas shall be provided with separate compartments constructed in such a way as to prevent residual contamination.
	33	Minor	18VAC150-20-200.A 2 e (2)	Animal housing areas shall be provided with accommodations allowing for the effective separation of contagious and noncontagious patients.
	34	Minor	18VAC150-20-200.A 2 e (3)	Animal housing areas shall be provided with exercise runs which provide and allow effective separation of animals or walking the animals at medically appropriate intervals.
	35	Minor	18VAC150-20-200.A 4 a	Examination room must contain a table with nonporous surface.

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	36	Minor	18VAC150-20-200.A 4 d (1)	Required equipment includes a steam pressure sterilizer or an appropriate method of sterilizing instruments.
	37	Minor	18VAC150-20-200.A 4 d (2)	Required equipment includes internal and external sterilization monitors, if steam pressure sterilizers are used.
	38	Minor	18VAC150-20-200.A 4 d (5) (a) & (b)	Required equipment includes equipment for assisted ventilation including a resuscitation bag and endotracheal tubes.
	39	Minor	18VAC150-20-200.A 4 d (6)	Required equipment includes scales.
				Full-Service Establishments
	40	Major	18VAC150-20-200.A	A full-service establishment shall encompass all aspects of health care for small or large animals, or both.
	41	Major	18VAC150-20-200.A	A full-service establishment shall provide surgery.
				Restricted Establishments
	42	Minor	18VAC150-20-200.B	Restricted establishment shall have posted in a conspicuous manner the specific limitations on the scope of practice on a form provided by the board.
				Restricted Establishment – Large Animal Establishment, Ambulatory Practice
	43	Minor	18VAC150-20-200.B 1	Health care of large animals performed at the location of the animal.
	44	Major	18VAC150-20-200.B 1	Surgery on large animals may be performed as part of a large animal ambulatory practice provided the facility has surgical supplies, instruments and equipment commensurate with the kind of surgical services provided.
				Restricted Establishment – Small Animal Establishment, House Call Practice
	45	Minor	18VAC150-20-200.B 2	Health care of small animals performed at the residence of the owner.
	46	Major	18VAC150-20-200.B 2	Surgery may be performed only in a surgical suite which has passed inspection.
				Restricted Establishment – Small Animal Establishment, Outpatient Practice
	47	Minor	18VAC150-20-200.B 3	Health care of small animals performed at a stationary facility.
	48	Major	18VAC150-20-200.B 3	Surgery may be performed only in a surgical suite which has passed inspection.
				Establishments Performing Surgery
	49	Minor	18VAC150-20-200.A 2 c	There shall be a room reserved only for surgery and used for no other purpose. The walls of the surgery room are constructed of nonporous material and extend from floor to ceiling. The surgery room shall: <ol style="list-style-type: none"> 1. Be of a size adequate to accommodate a surgical table, anesthesia support equipment, surgical supplies, the veterinarian, an assistant and the patient. 2. Be kept so that storage in the surgery room is limited to items and equipment normally related to surgery and surgical procedures. 3. For small animal facilities, have a door to close off the surgery room from other areas of the practice.
	50	Minor	18VAC150-20-200.A 4 b	The surgery suite shall have the following minimum equipment: <ol style="list-style-type: none"> 1. A surgical table with nonporous surface;

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				2. Surgical supplies, instruments and equipment commensurate with the kind of surgical services provided; 3. Automatic emergency lighting; 4. Surgical lighting; 5. Instrument table, stand, or tray; and 6. Waste receptacle.
				In-House Radiology
	51	Major	18VAC150-20-200.A 4 c (3) 18VAC150-20-200.A 3 b (2)	Have an x-ray machine(s). Document that radiographic equipment complies with all requirements of 12VAC5-480-8520, Veterinary Medicine Radiographic Installations of the Virginia Department of Health document, "Ionizing Radiation Rules and Regulations" (1988).
	52	Major	18VAC150-20-200.A 3 b (1)	Each radiograph shall be permanently imprinted with the identity of the facility or veterinarian, patient, date of exposure and include permanent imprinting to reflect anatomic specificity.
	53	Major	18VAC150-20-200.A 4 c (1) & (2)	Minimum equipment requirements include lead aprons, gloves and radiation exposure badges.
				Bulk Reconstitution of Injectable, Bulk Compounding or Prepackaging
	54	Major	18VAC150-20-190.J	Veterinary establishments in which bulk reconstitution of injectable, bulk compounding or the prepackaging of drugs is performed shall maintain adequate control records for a period of one year or until the expiration whichever is greater.
	55	Major	18VAC150-20-190.J	Reconstitution, compounding and prepackaging records shall show the following: 1. Name of the drug(s) used; 2. Strength, if any; 3. Date repackaged; 4. Quantity prepared; 5. Initials of the veterinarian verifying the process; 6. Assigned lot or control number; 7. Manufacturer's or distributor's name and lot or control number; and 8. Expiration date.

COMMENTS:

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This animal facility has been inspected by an inspector of the Department of Health Professions. I acknowledge that the conditions that have been deemed by the inspector as not being in compliance have been explained to me and that I have received a copy of the inspection report.

Immediate correction is expected for any conditions reported on this inspection report that may constitute a violation of the statutes and regulations governing veterinary medicine.

A copy of this inspection report will be reviewed by the Board of Veterinary Medicine office. If it is discovered that any of the deficiencies warrant further Board action, then I will be notified, and a reinspection may be conducted.

Signature of Inspector

Date

Signature of Person Receiving Inspection Report

Date

(Revised 12/11)